



**CITY COUNCIL
WORKSHOP SESSION MINUTES
FEBRUARY 12, 2024**

PRESENT:

Dr. Christopher Harvey, Mayor

COUNCIL MEMBERS:

Emily Hill, Mayor Pro Tem, Place 1
Anne Weir, Place 2 (Arrived at 6:39 p.m.)
Maria Amezcua, Place 3
Sonia Wallace, Place 4
Aaron Moreno, Place 5 (Absent)
Deja Hill, Place 6

CITY STAFF:

Scott Moore, City Manager
Lluvia T. Almaraz, City Secretary
Ryan Phipps, Chief of Police
Tracey Vasquez, HR Director
Yalondra Valderrama-Santana, Heritage and Tourism Manager
Scott Jones, Economic Development Director
Scott Dunlop, Development Services Director
Matthew Woodars, Public Works Director
Frank T. Phelan, P.E., City Attorney
Pauline Gray, P.E., City Attorney

WORKSHOP SESSION – 5:30 P.M.

With a quorum of the Council Members present, the workshop session of the Manor City Council was called to order by Mayor Harvey at 5:34 p.m. on Monday, February 12, 2024, in the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

At the direction of Mayor Harvey, Items B and C were conducted first.

B. City of Manor Ribbon Cutting Ceremonies

- Calendar of Ribbon Cutting Events

Heritage and Tourism Manager Santana discussed the proposed dates for the ribbon-cutting ceremony of the new city property.

A discussion was held on the type of ceremony that would be conducted.

A discussion was held regarding the ceremony to be held prior to the regular council meeting on March 20, 2024.

C. City of Manor Volunteer Process

HR Director Vasquez and Heritage and Tourism Manager Santana discussed the current city's volunteer process for the city.

A. City of Manor Downtown Strategic Plan

Jason Claunch with Catalyst Commercial Inc. introduced himself and his team. He discussed the attached PowerPoint presentation.

The topics of discussion were the following:

- Introduction of Process
- Exercises (5 Key Topics)
 - Vision and Goals
 - Success Factors
 - Economic Opportunity
 - Transportation
 - Parks and Open Spaces
- Report-Out/Open-Ended Discussion
- Next Steps


There was no action taken.

ADJOURNMENT

The Manor City Council Workshop Session Adjourned at 7:14 p.m. on Monday, February 12, 2024.

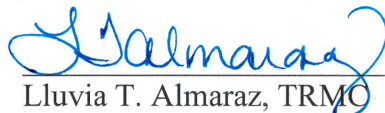
These minutes were approved by the Manor City Council on the 21st day of February 2024.

APPROVED:



Dr. Christopher Harvey
Mayor

ATTEST:



Luvia T. Almaraz, TRMC
City Secretary



■ Downtown Manor , Texas Master Plan Workshop

V.02122024



■ Agenda

1. Introduction
2. Overview of the planning process
3. Purpose
4. Vision and Goals
5. SWOT
6. Success Factors
7. Economic Opportunity
8. Transportation
9. Parks and Open Space
10. Discussion

■ Introduction



■ Overview of the Planning Process

Task 1: Project Initiation														
1A Project Initiation														
1B Downtown Assessment														
1B2 Existing Conditions & Market Analysis														
1B3 Character Mapping														
1B3 Regulatory Audit														
1B5 Transportation Audit														
1C1 Visioning and Community Engagement														
1C2 Core Values Discovery														
Task 2: Design Framework														
2A1 Design Workshop														
2A2 Preferred Scenario														
2A3 Strategic Visioning Document														
2B1 Planning Components														
2B2 Implementation Program Development														
Task 3: Downtown Master Plan														
3.1 Downtown Audit														
3.2 Market Activation & TIRZ support														
3.3 Urban Design, Streetscape and Character Assessment														
3.4 Catalytic Projects														
3.5 Redevelopment Framework														
3.6 Downtown Master Plan														
Task 4: Adoption														
4.1 Draft Plan														
4.2 Adoption (Joint P&Z/City Council)														

■ Overview of the Planning Process

Task 1: Project Initiation

- 1A Project Initiation
- 1B Downtown Assessment
 - 1B2 Existing Conditions & Market Analysis
 - 1B3 Character Mapping
 - 1B3 Regulatory Audit
 - 1B5 Transportation Audit
- 1C1 Visioning and Community Engagement
- 1C2 Core Values Discovery

Task 2: Design Framework

- 2A1 Design Workshop
- 2A2 Preferred Scenario
- 2A3 Strategic Visioning Document
- 2B1 Planning Components
- 2B2 Implementation Program Development

Task 3: Downtown Master Plan

- 3.1 Downtown Audit
- 3.2 Market Activation & TIRZ support
- 3.3 Urban Design, Streetscape and Character
- 3.4 Catalytic Projects
- 3.5 Redevelopment Framework
- 3.6 Downtown Master Plan

Task 4: Adoption

- 4.1 Draft Plan
- 4.2 Adoption (Joint P&Z/City Council)

■ Purpose

- Articulate a vision for the downtown areas
- Define success
- Explore potential downtown goals
- Discuss various downtown elements that make a downtown successful:
 - Economic Development
 - Transportation (connections, intersections, gateways)
 - Parks and Open Space
 - Amenities

■ SWOT Analysis

STRENGTHS

- Location
- Land
- Leadership
- Process
- People
- Access
- Diverse
- Comp Plan
- Incentives
- Utility Planning
- MISD
- Mass Transit

WEAKNESSES

- No buildings
- No County ED help
- Few ready sites
- CapMetro takes 1%
- Limited infrastructure
- High traffic
- Retail, restaurant, services
- City facility
- Downtown infrastructure
- Need road, sidewalks, lighting upgrades.
- No EDC or sales tax revenue for ED
- \$1B retail gap

OPPORTUNITIES

- Timing
- 200 Ac retail development
- Active searches
- Green Line
- QOL Expansion
- CapMetro Maint. Facility
- Sports/Entertainment Facility
- TIRZ
- Manor Green Energy
- Developers seeking incentives

THREATS

- Uninformed citizens/Misinformed ripple
- Zoning streamline
- Traffic limits development
- Bond election defeated
- High land costs stagnates activity
- Missing market cycle
- High interest rates
- Deannexation SB 2038

■ Vision and Goals– Core Value

What is one word you would use to describe the core value for Downtown?

Values could include things like the following: Community, Destination, Historic, and Active.

■ Vision and Goals - Priorities

What are the top 3 things that need to be changed in the next 5-10 years?

■ Vision and Goals - Priorities

What are the top 3 things that need to be changed in the next 5-10 years?

■ Vision and Goals - Priorities

1. Write two outcomes you would like to see from this initiative.
2. Discuss issues/opportunities associated with Downtown Manor.

■ Economic Opportunities

1. Where would you envision new infill development within Downtown?
2. Where would you envision redevelopment within Downtown?
3. What areas need to be upgraded/revitalized?
4. What are issues or areas that need to be changed?

■ Transportation Enhancements

1. What intersections do you feel could be improved?
2. Where do you see new roads or connections improving mobility, circulation, or connectivity?
3. Where would you like to see extended trails?
4. Where would improved or extended sidewalks benefit the study area?

■ Open Space/Parks

What areas need to be improved or created?

Discussion ?